



PANHANDLE HEALTH DISTRICT

Healthy People in Healthy Communities

8500 N. ATLAS ROAD
HAYDEN, IDAHO 83835
<http://www2.state.id.us/phd1>

**DISTRICT 1 BOARD OF HEALTH MEETING
AND PUBLIC HEARING
8500 N. ATLAS ROAD, HAYDEN, IDAHO 83835
June 26, 2008
Minutes**

Board Members Present:

Marlow Thompson, Chairman
Allen Banks, Ph.D.
Walt Kirby
Richard McLandress, M.D.
Dale VanStone

Members Absent:

Sharon Connors
Chris Beck

Staff Present:

Jeanne Bock
Mary DeTienne
Jim Fenton
Mashelle Kenney
Dale Peck
Lora Whalen

Chairman Thompson called the Board of Health meeting to order at 1:00 p.m.

Review of Minutes—May 22, 2008, Board of Health Meeting— Marlow Thompson

Chairman Thompson asked if there were any corrections or changes to the minutes of the May 22, 2008, Board of Health meeting.

MOTION: Mr. Kirby moved to approve the minutes of the May 22, 2008, Board of Health meeting; seconded by Dr. Banks. All in favor; passed unanimously. Minutes approved as submitted.

Receipt of Division Reports – Marlow Thompson

Chairman Thompson acknowledged receipt of the division reports, and thanked the Division Directors for their reports.

MOTION: Dr. McLandress moved to receive the division reports; seconded by Mr. Kirby. All in favor; passed unanimously. Motion carried.

Elections and Nominations – Marlow Thompson

▪ **Election of Physician and At-Large Board Member, Richard McLandress, M.D.**

Chairman Thompson announced that Dr. McLandress' appointment to the Board is due for re-election. By common consent, Ms. Kenney will open the ballots during the meeting and report the results.

Ms. Kenney reported that 11 out of 11 ballots were marked to re-appoint Dr. McLandress for another term as physician and member at large.

▪ **Nomination of Board Officers Chair, Vice-Chair, Trustee**

MOTION: Dr. Banks moved to retain Marlow Thompson as Chair and Chris Beck as Vice Chair and trustee; seconded by Mr. VanStone. All in favor; passed unanimously. Motion carried.

Chairman Thompson gladly accepts the position.

- **Nomination for State Association of Local Boards of Health (SALBOH) Representative**

The Annual SALBOH meeting is in Bowling Green, Ohio. Steve Scanlin from District 4 and Shirley Greene from District 2 normally attend. This year at IAB, it was decided that one representative will be selected from Idaho to attend the annual meeting, and the cost will be split among all seven districts. Each district submitted their nominations to Ms. Bock. The candidates are Steve Scanlin from District 4 and Shirley Green from District 2. The Board voted on the candidates and tallied results were in favor of Shirley Greene.

Fiscal Report – Christine Crummer

- Ms. Crummer reported that the ending cash balance at the end of May was \$2,582,461. The estimated cash balance at the end of June will be about \$2.6 million.
- Total revenue was under budget by 1% due to a 19% unfavorable variance in licenses, permits and fees and a 5% unfavorable variance in Health Services. Total Operating Expenditures are under budget by 2% with the Total Capital Expenditures under budget by 32%.
- Payment for the St. Maries project has been made to the building contractor and the furniture contractor.

Director Report – Jeanne Bock

- **PAC Loan Update**

Ms. Bock reported that the PAC funds have been released and Mr. Fenton placed the funds in the bank.

- **St. Maries Project/Schedule Open House and Board of Health Meeting**

Ms. Bock toured the new St. Maries facility to plan the open house. There are issues with the elevator and delays with Verizon which resulted in rescheduling the move to July 21. The furniture was delivered and assembled on Wednesday, June 25. Ms. Bock will be in contact with Benewah County Commissioners on the move-out date of the Leuty building.

The open house is scheduled for July 31, 2008, at 2:00 p.m. Idaho Governor Butch Otter has been invited to attend.

- An order for office furniture for the Bonners Ferry office has been placed in conjunction with the St. Maries furniture order, which was a cost savings.
- **Service Fees for Mason & Stricklin, LLP**
Mr. Mason and Ms. Stricklin are both attending IAC in Boise today. Ms. Bock distributed a copy of their letter requesting fee increases effective October 1, 2008.

MOTION: Dr. Banks moved to accept the \$15/hour service fee increase to \$125/hour for Mason and Stricklin, legal counsel, seconded by Dr. McLandress. All in favor. Passed unanimously. Motion carried.

- **Compressed Work Week**

Ms. Bock reported that she appointed a committee to review the pros and cons of a compressed four ten-hour-day work week, closing all offices on Fridays. The committee has been tasked with researching how this would affect our clients if our hours started earlier and extended into the evening; surveying the employees; how holidays would be coded since a holiday is eight hours vs. ten. Ms. Bock will request input from the commissioners. Mr. Kirby asked Ms. Bock to pursue this and report back to the Board next month.

Ms. DeTienne reported that the Home Health staff is in favor of the idea; however they would need to continue to take referrals on Fridays. Mr. Peck feels there would be at least a 10% savings in utility costs and vehicle costs reducing the work week by extending the four day hours.

Dr. Banks asked Ms. Bock to contact the Governor's office and find out if any state agencies have adopted this schedule.

▪ **IAB Report**

Chairman Thompson reported on the Resolutions that were voted on at the IAB meeting.

- IAB voted to accept the resolution opposing volunteer Midwifery licensure.
- IAB voted to accept the Nurse Home Visitation in Idaho resolution.
- IAB voted to accept the Food License Fees Resolution and a task force being formed to look at fees.

Announcement of next year's IAB in the Silver Valley was well received.

Speculative Drainfield Rule Change

Moving forward with statewide rulemaking is progressing well. Mr. Peck distributed a new draft version of the rule. There have been three statewide conference calls to work on rulemaking. The rulemaking will first be published in the Administrative Bulletin, then open for public comment. The proposed rule will be presented to the DEQ Board to make the final determination on whether or not it will be submitted to the legislature for review. Mr. Peck has received written support from NIBCA and the Coeur d'Alene Association of Realtors.

In 2007, the Board approved the rule that would prohibit speculative drainfields. Since then, the realty community has expressed that it is too restrictive and they would like the assurance that they can build on lots approved for subsurface sewage. Mr. Peck suggested that the Board compromise and change the rule to allow five years to build a home and attach it to an installed drainfield.





Mr. Peck would like Board's concurrence to proceed with formal rulemaking on changing the spec drainfield rule. DEQ's rulemaking is proposed to go to legislature in 2009, and Mr. Peck would like to proceed in a parallel path with DEQ on formal rulemaking.

Dr. McLandress asked what leadership DEQ has on the spec drainfield rule. Mr. Peck replied that this is PHD's rule and not an issue with other districts because other districts do not have spec drainfields. This is a primary issue in waterfront areas.

MOTION: Dr. McLandress moved to authorize PHD to proceed with the proposed formal rulemaking process outlined by the "Recommendation to Undertake Formal Rulemaking" document presented by Mr. Peck; seconded by Mr. VanStone. All in favor; passed unanimously. Motion carried.

There being no further business, the meeting adjourned at 2:30 p.m.

Adjourn

		
Marlow Thompson, Chairman	Jeanne Bock, Director and Secretary to the Board	
 July 31, 08	Date	Date